

Accessibility and availability of documentation for authorized personnel

Accessible documents benefit all authorized persons by making information clear, direct, easy to understand, and most importantly, usable by a wide audience, including people with disabilities and those who use a variety of devices, software and hardware.

To improve accessibility and availability of documentation , the following should be considered:

- Have a common repository of documentation in the organization where relevant and authorised staff can easily access it . Staff should be informed of such repositories on a regular basis
- Keep the documentation updated to ensure it remains relevant.
- To improve accessibility especially to those with disabilities see RISA Software Accessibility guidelines

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